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Staff Council Meeting Documents

University of Central Florida Staff Council

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3-17-2016

## Minutes 2016-03-17

Staff Council

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***Staff Council Meeting Minutes***  
***Thursday, March 17, 2016***  
***Business Administration 1 Room 230***

Present: Debbie Pope, Joanne McCully, Barbara Brown, Jamie LaMoreaux, Bonnie Belot, Maribel Amaro-Garcia (via conference call), Jenna Capp, Cissy Glowth, Chris Tangel, Julie Voyles, Tricia Trovillion, Jeff Golub, Danielle Frazier, Rhodney Browdy, Desiree Freeland, Elizabeth Livingston, Pauline Strauss, April Murdoch, Kristell Padel, Paula McClure, Maria Molina, Britnee Youman and Kay West

*Absent: Sandra Briggs, Bettina Baca, Elizabeth LaTorre-Barreto*

**Note:** Staff Council meets every third Thursday of the month. Committees meet separately and may pick their own meeting schedule day and times amongst their committee. Anyone is welcome to attend Staff Council meetings, however, only Staff Council members have voting rights. In the event that you are not able to attend a meeting, notify the Secretary immediately. The charter states if you miss four meetings (excused or unexcused) you will be subject to dismissal, at the discretion of the President and Secretary.

Meeting called to order at 0930hrs by President Debbie Pope.

***1. Welcome/Updates***

Debbie welcomed all staff council members and Guests

***2. Approval of Minutes***

Kay West moved to accept the minutes with appropriate corrections, and April Murdoch seconded the motion. Staff Council minutes were approved unanimously.

***3. Roll Call Attendance:*** Sign in sheet in lieu of roll call.

***4. Treasury Report***

Desiree Freeland gave the treasury report:

Beginning Balance	\$6,141.39
(Deposit) Vendor Table Income	\$500.00
(Deposit) CFE Scholarship	\$500.00
Sub Total	\$7,141.39
Debit Scholarship awarded	\$-250.00
Total as of February 29th	\$6,891.39

***5. Human Resource Updates – Sheila Daniels – Associate VP Human Resources (HR)***

- An administrative task group has been formed to discuss the possibility of implementing an institutional tuition waiver benefit university-wide with the UFF contract agreement as a foundation. Once initial research has been completed by the administrative task group, a member of the USPS Staff Council will join the committee for Staff representation.
- The HR Benefits Section will be completing an ITN (Intent to Negotiate) for specific supplemental employee benefits in the near future. The upcoming ITN will possibly include life, long term care and disability insurance. Because the ITN will be very

scoped to specific benefit plans with a maximum of two available payroll slots, Shelia asked the committee to identify any gaps in our benefits structure for suggestions on benefits to be included in the future ITN. Any existing policies will be grandfathered in.

#### ***Human Resource Updates – Ashley Longoria – Benefits Manager***

- UCF contracted with CAPTRUST on July 1<sup>st</sup> 2015 as our Retirement Plan Advisory Consultant. CAPTRUST functions as an on-going and engaged consultant to the UCF HR department in assisting with the UCF voluntary 403(b) fiduciary governance, plan design, investment management, plan administration and participant engagement.
- The first goal of the UCF 403(b) Investment Committee is to reduce the number of retirement vendors from nine active vendors to three active vendors. Once the final three vendors have been announced to all UCF employees, ample time and informational resources will be shared with all employees to assist them with making changes if needed during this transition. Additional information will be communicated at a later date.
- Please do not forget about the upcoming Financial Wellness Series (previously called the Retirement & Investment Series). It will be held on select dates between April 4, 2016 and April 28, 2016, and the full agenda can be found on the HR website here:
- <https://hr.ucf.edu/files/2016-Financial-Wellness-Series-Agenda.pdf>.

#### ***6. Speaker: Stephen Alianiello***

- Stephen gave a presentation on Rethinking public transportation. He stated that the DOT (Department of Transportation) is partnered with 400 employers. Some of the discussed transportation included:
  - a) Car pooling and Van pooling (500/month to rent a van).
  - b) Zip Car (rent a car by the hour)
  - c) Zim ride.
  - d) Public transportation (bus)
  - e) Bicycle riding
- Advantages to Rethinking DOT
  - a) Some programs offer ERH emergency ride home four (4) times a year.
  - b) Agencies could offer data about sharing rides.
  - c) Helps eliminate the need for parking.
- DOT programs cover nine (9) counties in central Florida (Polk county is excluded).
- To learn more about Rethink visit:  
Rethinkyourcommute.com or call 1-866-610 7433

#### ***7. Committee Updates***

- ❖ Marketing
  - Chris Tangel explained the ticket purchasing policy for the Staff Assembly being held on April 22<sup>nd</sup> at 9:30am in the Pegasus Ballroom.
  - Handout was passed out of all the different prizes to be bid on for the auction.
  - Cissy will go to areas with the square for credit card ticket purchases
- ❖ Special Events
  - Committee presented bags with “You are an essential piece to our puzzle” printed on them and some give – a –ways (phone holders) for the Staff Assembly have been purchased.
- ❖ Scholarship Committee
  - CFE gave \$500.00 check directly to Staff Council for scholarships

- Scholarship applications in the fall will be completely revamped.
- ❖ Fundraising Committee.
  - Tickets for auction on sale soon.
  - Prize list for the action will be posted on the website.
- ❖ Goodwill
  - Birthday cards for March were distributed.
  - For significant events please contact the following:
    - a) Get Well Cards – Bettina Baca
    - b) Congratulations – Paula McClure
    - c) Thank You Cards- Kay West
    - d) Sympathy Cards – Barbara Brown
    - e) Thinking of You – Patricia Trovillion
- ❖ Research Committee
  - Happy St. Patrick’s Day.
- ❖ Charter and Election Committee
  - Charters are being reviewed and will involve changes.
- ❖ Diversity Committee
  - April 29<sup>th</sup> event has been cancelled due to scheduling conflicts with the Police Department.

#### 8. *New Business*

- Desiree Freeland accepted a position outside of UCF so she handed in her resignation as treasurer. Ballot election was held for the position of Treasurer – candidates were Maribel Amaro-Garcia and April Murdoch. April Murdoch is the new Treasurer.
- Debbie presented Desiree with flowers to express our appreciation for the great job she did as past Treasurer.

#### 9. *Adjournment*

Meeting was adjourned at 11:30am

*Next meeting April 22nd –Staff Council Assembly- Pegasus Ballroom*